

Library Volunteer Job Description

Job Title: Paperback Shelving Assistant

Work Group: Children's Services

**Contact/
Supervisor:** Maynard Martinez – 526-7043

Duties: Working with one of the fastest circulating and
extensive collection of books in Children's Services!

Qualifications:

Agility, mobility, attention to detail, and focus

Time needed: 6 hours/week

Training: **Orientation to agency**
**On-the-job training with Supervisor or department
staff**

Importance of this volunteer job to our organization:

Our Library customers will be able to find the items they need when
they are shelved promptly and accurately.